

**MINUTES
PARK COMMITTEE
Wednesday, April 30, 2014
City Hall, Room 207
5 P.M.**

MEMBERS PRESENT: Aldermen Jerry Wiezbiskie, Joseph Moore, Brian Danzinger, and David Nennig

MEMBERS ABSENT: None

OTHERS PRESENT: Dawne Cramer, Dan Ditscheit, Keith Wilhelm, James Andersen, Ann Moeller, Brad Drefcinski, Rick Jensen, Atty. Jim Mueller, Ald. Nicholson, and Ald. Wery

Approval of the minutes of the meeting of March 12, 2014

A motion was made by Ald. Moore and seconded by Ald. Danzinger to approve the minutes of the March 12, 2014, Park Committee meeting. Motion carried.

Adoption of the Agenda

A motion was made by Ald. Moore and seconded by Ald. Danzinger to adopt the agenda of the April 30, 2014, Park Committee meeting, moving Item #9 before Item #2. Motion carried.

1. Discussion/Action on the election of the Park Committee Chairman and Vice Chairman

Ald. Wiezbiskie called for nominations for Chairman.

A motion was made by Ald. Moore and seconded by Ald. Danzinger to nominate Ald. Wiezbiskie for Chairman. Motion carried.

Ald. Wiezbiskie called for nominations for Vice Chairman.

A motion was made by Ald. Moore and seconded by Ald. Danzinger to nominate Ald. Nennig for Vice Chairman. Motion carried.

Item #9 was discussed prior to Item #2.

2. Discussion/Action on a request to accept a donation of plants and planting materials from Thrivent Financial to be installed at Bay Beach Amusement Park

Thrivent Financial approached the City about wanting to get involved in a community project. Staff met with the group and came up with a plan to landscape the area along the walkway in front of the Zippin Pippin. Staff developed a plan and a materials list. The Thrivent donation will consist of \$6,900 that will pay for materials and plants. They are also providing volunteers to help install the plants on May 17, 2014. Additionally, they will provide a landscaped area in back of the Sea Dragon fence.

Ald. Nennig asked if Thrivent was planting perennials and if it would be a permanent addition.

Staff responded it would be permanent with a combination of shrubs, perennials, and grasses.

A motion was made by Ald. Moore and seconded by Ald. Nennig to accept the donation of plants and planting materials from Thrivent Financial to be installed at Bay Beach Amusement Park contingent upon:

- Staff supervision of the project;
- All insurances and hold harmless agreements being obtained;
- All costs of plants, landscape materials, and labor will be the responsibility of Thrivent Financial.

Motion carried.

3. Report of the Purchasing Manager:

A. Request approval to purchase a new 2014 Bobcat 5610 tool carrier from Bobcat Plus Inc. for \$51,153

Purchasing Manager Rick Jensen said the Bobcat tool carrier is a unique utilitarian vehicle. When there was competition other than Bobcat in years past, Bobcat was normally the low bidder. Most of the other companies do not have vehicles in that class. The recommendation is to purchase the Bobcat tool carrier because staff likes to work with the equipment and it is always competitively priced.

Staff said the Parks Department currently has two of these units. They are used all year round for a variety of work included but not limited to athletic field maintenance and repair (softball, baseball, football, soccer), construction, landscaping, and snow removal projects, as well as ice rink maintenance. We found the warranty service and part availability to be very convenient. This replaces a 1991 tractor/loader sweeper.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the request to purchase a new 2014 Bobcat 5610 tool carrier from Bobcat Plus Inc. for \$51,153. Motion carried.

B. Request approval to purchase a new 2014 Vermeer SC802 stump cutter from Vermeer Wisconsin Inc. for \$41,980

R. Jensen said this item was publicly bid, and staff recommends Vermeer due to the company being the low bidder meeting all specifications.

Staff said this purchase would replace our 1983 stump cutter. Our current stump cutters are from Vermeer, and we are very satisfied with their performance. Including this unit, we would have two stump cutters.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the request to purchase a new 2014 Vermeer SC802 stump cutter from Vermeer Wisconsin Inc. for \$41,980. Motion carried.

4. Discussion/Action on a request by the Baird Creek Preservation Foundation to donate and plant trees on the recently-acquired property behind McAuliffe Park in the Baird Creek Greenway

The Baird Creek Preservation Foundation received a grant from the Cofrin Biodiversity Center 1923 fund at UWGB to help purchase the former Basten property. They have an additional \$9,800 from this grant to be used specifically for this property towards restoration. In May, they are proposing to use that money to plant 1,000 trees on the property.

They have worked with Mark Freberg, our Forester, to determine tree species that would be acceptable in this area and will work with staff on placement of the trees. They are planning to contract and partner with NES Ecological Services to help plant the trees.

A motion was made by Ald. Nennig and seconded by Ald. Moore to accept a \$9,800 donation from the Baird Creek Preservation Foundation to donate and plant trees on recently-acquired property behind McAuliffe Park in the Baird Creek Greenway contingent upon:

- Baird Creek Preservation Foundation will be responsible for all costs of purchasing and planting the trees;
- All proper permits, insurances, and hold harmless agreements being obtained;
- Staff approval of species and placement of trees;
- Staff supervision of the project.

Motion carried.

5. Discussion/Action on a DNR grant received by the Baird Creek Preservation Foundation for projects located within the Baird Creek Greenway

Baird Creek Preservation Foundation just received a DNR Urban Conservation Capacity grant. This grant runs from April 1, 2014 through March 31, 2015. This is a \$74,000 grant – Baird Creek Preservation Foundation is responsible for \$25,000 and the DNR portion will be \$49,000. This grant will fund the following:

- Controlled prairie burn;
- Used to conduct a 4th and 5th grade water sampling class to be sponsored through the Brown County Extension Office;
- The Greenway will be used as a classroom for a UWGB semester class on urban conservation;
- To create a smart phone application for Baird Creek Greenway;
- Monthly guided hikes;
- Help fund the Run for the Hill of It event.

The prairie burn will have to come back for additional approval. We need to have a final approved burn plan from the attorney's office and Fire Department before authorizing the prairie burn.

Ald. Wiezbiskie asked where the classes would be held.

Maureen Meinhardt responded that the 4th and 5th grade classes would be held in McAuliffe Park by the creek, and the Biodiversity class would be held throughout the Greenway.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the Baird Creek Preservation Foundation Urban Conservation Capacity grant projects located in the Baird Creek Greenway contingent upon all proper permits, insurances, and hold harmless agreements being obtained with the exception of the prairie burn project which will need to come back to the Park Committee for final approval. Motion carried.

6. Discussion/Action on a request by the Baird Creek Preservation Foundation to conduct a garlic mustard study on the recently-acquired Baird Creek Preserve property

Baird Creek Preservation Foundation is teaming up with UWGB for a student project to do a garlic mustard study in the wooded area on the Baird Creek Preserve property which was just acquired.

Specifically they are studying overbrowsing of native plant species by white tail deer and exotic gray garden slugs and how that affects the growth of garlic mustard. This study area uses a 5.5 meter x 6 meter area. They also want to do some native seed mixes in the area. They will create 16 1x1 meter grids with different fencing and seed mixes in each area.

It's a two-year study. The Baird Creek Preservation Foundation will be responsible for all materials and expenses related to the project. UWGB will be responsible for the labor and work involved in the study.

Ald. Nennig asked how large the garlic mustard problem is within the Greenway.

Ald. Wiezbiskie opened the floor without objection.

Rena Bowen, 555 Roth Street – She replied that in some areas it was becoming a large problem, along with the phragmites. They are both very invasive. The purpose of the project is to identify the factors that allow garlic mustard to dominate the area with the hopes that the outcome of the project will help practical management techniques.

A motion was made by Ald. Moore and seconded by Ald. Nennig to return to regular order of business. Motion carried.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request by the Baird Creek Preservation Foundation to conduct a garlic mustard study on the recently-acquired Baird Creek Preserve property contingent upon:

- All proper permits, insurances, and hold harmless agreements being obtained;
- Baird Creek Preservation Foundation will be responsible for all materials and expenses;
- Staff approval of all products and materials being used and location of the study;
- Removal of fencing materials upon completion of study.

Motion carried.

7. Discussion/Action on the approval of the draft lease agreement with Green Bay Baseball LLC (Bullfrogs) for lease of the premises located at 315 S. Baird Street

The building we are referring to is the Community Policing Center located next to the skate park at Joannes Park. The Bullfrogs requested to have office space near the ballpark. The building is leased by the Police Department who has agreed to lease the community room area of the building. Atty. Mueller met with the Police Department, Parks Department, and the Bullfrogs to develop a draft lease agreement. The lease will be from May 2014 to December 31, 2016.

Maintenance and repairs, which require City approval, are the responsibility of the Bullfrogs. Atty. Mueller has prepared and reviewed all the terms of the lease and has given his approval to proceed with entering into the lease agreement.

Ald. Wiezbiskie asked if the space was unoccupied by the Community Police.

Atty. Mueller responded that it currently was not being used.

Ald. Moore asked if any permanent changes would be made to the room to accommodate the new occupants.

Atty. Mueller was not aware of anything other than minor repairs.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the lease agreement with the Green Bay Baseball LLC (Bullfrogs) for lease of the premises located at 315 S. Baird Street. Motion carried.

8. Discussion/Action on a request to apply for a DNR stewardship grant and a resolution of support for that grant to purchase properties located at 535 St. George Street (Parcel 7-666) and 529 St. George Street (Parcel 7-667) for the East River Trail expansion

The 2014 DNR stewardship grant applications are due on May 1, 2014. The Parks Department is requesting approval to submit an application for the purchase of two residential properties located on St. George Street for the expansion of the East River Trail just north of the future canoe/kayak launch.

Staff referred to the map. Parcel 1 is located at 535 St. George Street, which is Parcel 7-666 as shown on the map. This parcel is assessed at \$78,500. Parcel 2 is located at 529 St. George Street, which is Parcel 7-667. Parcel 2 is assessed at \$77,300. The acquisition of both parcels is needed to make enough room for the proposed trail.

The total acquisition price is \$181,800 with the City funding \$90,900 (50%) and the DNR funding \$90,900 (50%). The proposed grant application total price includes the assessed value of both parcels, along with the costs for appraisals, relocation expenses, and closing costs. This year the Parks Department bonded \$75,000 as a match to this grant. The remaining \$15,900 will come from the Park Waterfront Development account.

Also, the grant application process requires a formal resolution showing that the City supports this project, adequate funds are budgeted, and designates a personal contact for the DNR to work with.

We are seeking approval to apply for the grant and to approve a formal resolution of support that indicates the City supports this project.

A motion was made by Ald. Nennig and seconded by Ald. Danzinger to approve the request to apply for a DNR stewardship grant and a resolution of support for that grant to purchase properties located at 535 St. George Street (Parcel 7-666) and 529 St. George Street (Parcel 7-667) for the East River Trail expansion. Motion carried.

Ald. Moore wanted clarification that this action would only be for the purchase of the properties and not for improvements on them.

Staff said that was correct.

9. Discussion/Action on a request by Ald. Nicholson on behalf of the Wilder Neighborhood Association to place a community garden at the east end of Wilder Park

Gardening is very popular, and public garden spaces fill up fast. However, having said that, we are not in favor of turning all of our parks into garden plots. As we discussed in July 2013, these requests are now being channeled through the Planning/Neighborhoods Division. We are all working together to come up with public land to provide rentable spaces for garden plots. We are working with the Brown County Extension Office which manages these gardens. As we speak we are in the process of working on a project located at Irwin/Smith for 36 garden plots.

Issues we have experienced include:

- Lack of utilities to service the garden;
- Increased utility costs that are not budgeted for;
- Increased maintenance issue – lack of staff;
- Issues where neighbors dispute over who gets the plots;
- Territorial over who gets to keep the products;
- Being in a public area, people help themselves to the products;
- People's plants get destroyed and they want to file claims to get them replaced.

We feel the process we are now putting in place allows us a manageable system to allow gardening opportunities to the community and maintain parkland for park purposes.

Ald. Moore asked if Alderpersons who are approached with these requests should they work directly with the Redevelopment Authority, the Neighborhoods Department, or with the neighborhood associations to find properties that will work.

Staff said the Parks Department could forward these requests or the associations could contact the Brown County Extension Office directly.

Ald. Danzinger asked if the Wilder Neighborhood Association was aware of staff's recommendation.

Staff said they spoke to both Ald. Nicholson and the President of the Wilder Neighborhood Association who are both present this evening about this issue.

A motion was made by Ald. Moore and seconded by Ald. Nennig to receive and place on file a request by Ald. Nicholson on behalf of the Wilder Neighborhood Association to place a community garden at Wilder Park. Motion carried.

10. Discussion/Action on a request by Ald. Wery for the following:

A. To officially approve as a City priority and project, a new or rebuilt Colburn Pool

Staff recommended the Committee discuss both Items #10A and #10B together before making the motions.

B. To hire an architect to design preliminary pool plans for a new/rebuilt Colburn Pool

On July 24, 2013, Aldermen Brunette and Moore approached the Park Committee about including the operating costs for Colburn Pool in the budget for 2014. On October 23, 2013, Ald. Brunette made a request to have official recognition of the Friends of Colburn Pool. A motion was made that the City would officially recognize the group if the following conditions were met:

- The group obtaining its official 501(c) non-profit status application process;
- The group forming a Board of Directors which would be responsible for decision making for the group;
- The group securing a legal money management mechanism for collection and accountability for handling donations;
- The group securing a financial account with a reputable financial institution that would be responsible for securing the funds;
- February 1, 2014, deadline to accomplish these tasks.

The group has since not reported back to the Park Committee on their present status.

Ald. Moore would like to see Item #10A held off until a consultant is hired to determine how much a pool would cost and what the community input would be. He would like to see some momentum on this project before deciding if a new pool should be approved.

Staff stated that in 2002 the City hired a pool consultant to develop several concepts to renovate Colburn Pool for \$17,800.

Ald. Wery spoke. He stated that the City Council needs to decide if they would like to replace Colburn Pool. If the answer is yes, then let's move forward. There is a passionate, dedicated group of individuals who is willing to do this. The City is asking this group to fundraise for a project that has not been approved. Who fundraises for a project that is not official?

Ald. Wery reviewed the timeline for the Resch Aquatic Center at Fisk Park and recommended we follow a similar timeline.

Ald. Wery stated if the City Council is not going to fund the pool, that is fine; then we should stop discussing it. Ald. Wery stated that he personally thinks the pool is necessary.

Ald. Wiezbiskie would like to determine if the pool is a need or a want. That is what has been holding up this project for the past year. There are 12 aldermanic districts in this City. Many of these aldermen would like a pool in their areas. We also need to determine what elements should be included in the design. He went on to question where we are going to get the money to hire a consultant.

A motion was made by Ald. Nennig and seconded by Ald. Danzinger to open the floor for discussion. Motion carried.

Wendy Williams, 1712 St. Agnes Drive – She lives one mile from the pool and frequently uses it. She is on the Friends of Colburn Park Pool Committee. She is asking for support from the City Council so that fundraising can begin. She stated that she was not aware of the February 1 deadline to come back to the Park Committee. If she had she would have moved this forward. The articles of incorporation are filed for the Friends of Colburn Park Pool. There is a CPA ready to assist as soon as there is City approval of this project.

Ald. Moore stated that the Friends group previously discussed that they wanted to hire a consultant to design the pool. If the City were to find the money to hire a consultant to develop a concept with estimates, would that be enough for the Friends Group to begin fundraising?

W. Williams responded that there needs to be a City commitment to this project. Who will donate if the project is not approved?

Ald. Moore stated that for the past year we have been chasing our tail. What should come first – the fundraising commitment or the project approval?

Ald. Danzinger stated we need to determine who is responsible to fund a pool consultant and what costs the City will incur by committing to a new pool. The City is interested in a joint effort on this project and asked if the group would be willing to fund or partially fund the consultant to develop a concept. That would show a commitment from the Friends group for this project.

Staff indicated it would cost approximately \$20,000 to hire a pool consultant to determine the pool needs and develop 2-3 concepts with cost estimates for the City to consider.

W. Williams stated the Friends of Colburn Park Pool would consider this.

Ald. Nennig asked if the Friends of Colburn Park Pool had a pool design in mind.

W. Williams said it was the consensus at a meeting in August 2012 to keep the zero-gravity entry for handicapped individuals and to maintain the laps for swim teams.

Ald. Nennig would like a consultant to show all of the design options that keep the community's needs in mind while also trying to balance the operating budget. He agreed that it is difficult for the fundraising group to begin procuring dollars towards an abstract goal, while at the same time it is difficult for the City to support the Friends group when there is no clear definition of what the fundraising efforts are going towards.

Leah Frost, 1665 Patten Street – She is part of the Friends of Colburn Park Pool and explained that there is deep backing to keep the pool. She is willing to put in time, effort, and funds towards this end.

Ald. Wiezbiskie asked if it was normal procedure to raise and acquire funds to go forward with a project like this without first understanding the needs and wants of the community.

W. Williams felt that these needs and wants have already been communicated to the Park Committee at past meetings. She understands that clear direction was given at the October 2013 Park Committee meeting as to what was expected of the Friends of Colburn Park Pool. However, those expectations were not relayed to the entire Friends of Colburn Park Pool organization. She was not aware those stipulations were in place.

Katherine (Molly) Meyer, 837 Ernst Drive – She is very involved in her neighborhood, and her family has been using Colburn Park Pool since she was a child. The pool needs to be revitalized. The neighborhood wants this pool and wants to give towards this project.

Dave Korst, 2732 Parkwood Drive – He is the director of competitive swimming at the Green Bay YMCA. If Colburn Pool disappears, there will be no 50-meter Olympic-sized pool left in the City, which would devastate the competitive swimming community. Swimming meets bring lots of out-of-town business to the City.

Ald. Moore asked staff if they could procure a report with attendance and operating costs for the 50-meter pool in the City of Appleton for comparison with our aquatic centers and pool.

May Natel, 1594 Wellington Drive – She is with the Green Bay Swim Club that uses Colburn Park Pool and says it is necessary for their activities.

Steve Gustafson, 2989 Evergreen Avenue – He represents the Howard-Suamico Stormbreakers who uses the pool. A 50-meter pool is the benchmark for bigger

and better things. There are other teams that use the pool who have not spoken today.

Joe Krause, 1438 Oregon Drive – A fundraiser was held in February where they raised \$2,000. The Friends group is committed. He has been with the group since inception. We need the backing of the City to move forward.

A motion was made by Ald. Danzinger and seconded by Ald. Moore to return to regular order of business. Motion carried.

Staff stated that when pools in the City were built, a consultant was hired to identify what those costs would be. Then the Park Committee would review the proposal and send its recommendation to the City Council for approval.

Ald. Danzinger understands frustration on both sides. He believes the City can recognize the Friends of Colburn Park Pool as an entity that is partnering with the City. The City's first step must be to hire the consultant to see what costs are involved. If the Friends group contributes to the hiring costs for the consultant, it would show the City Council that the group is serious. Once a definitive cost is proposed, it becomes possible to cost-share and fundraise towards that end.

Item #10A: A motion was made by Ald. Danzinger and seconded by Ald. Moore to receive and place on file a request by Ald. Wery to officially approve a new or rebuilt Colburn Pool as a City priority and project. Motion carried.

Item #10B: A motion was made by Ald. Danzinger and seconded by Ald. Moore to direct staff to seek Requests for Proposals for a pool consultant to develop concepts for the Colburn Park Pool, to allow staff to coordinate cost-sharing options with the Friends of Colburn Park Pool, and report back to the Park Committee. Motion carried.

11. Discussion/Action on a request by Ald. Brunette regarding entering into a memorandum of understanding or drafting a resolution to officially acknowledge the Friends of Colburn Pool Group as an advocacy and fundraising part of the Green Bay City Parks Department

On March 18, 2014, Ald. Brunette put in a request to update the Park Committee and the possibility of drafting a resolution officially acknowledging Friends of Colburn Pool.

A motion was made by Ald. Moore and seconded by Ald. Danzinger to approve the resolution to officially acknowledge the Friends of Colburn Park Pool as an advocacy and fundraising part of the Green Bay City Parks Department contingent upon the group securing a reputable financial institution that would be responsible for the collection, accountability of handling donations, and securing the funds. Motion carried.

12. Director's Report

Bay Beach Park opens Saturday, May 3, at 10 a.m. The lit Zippin Pippin sign is now completed. DPW electricians did a great job of installing the conduit and electrical to the new sign.

Golden Memories Ball is on May 9 from 7-10 p.m. The Brass Factory will play.

We have received and signed the final grant contract from the DNR for the Fox River Trail replacement from Main Street to the WPS property.

We are in the process of quoting out the removal of vacant buildings on recently-purchased properties along Main Street for the future route of the East River Trail.

We are in final phases of coordinating the costs for utility burials at Navarino Park.

We are also working hard to get athletic fields ready for our upcoming seasons.

Our nature-based 4K was the first 4K to fill and already has an extensive waiting list.

A motion was made by Ald. Danzinger and seconded by Ald. Moore to receive and place on file the Director's Report. Motion carried.

A motion was made by Ald. Moore and seconded by Ald. Nennig to adjourn the meeting. Motion carried.

Meeting adjourned at 6:37 p.m.